

1. Which of the following are included in the project plan? Select all that apply.

1 / 1 point

☐ Retrospectives

☒ People

☒ Correct

☒ Tasks

☒ Correct

☒ Time

☒ Correct

2. Fill in the blank: Time estimation predicts the total amount of time required to complete a task, while the actual time it takes to complete a task _____.

1 / 1 point

☐ shouldn't change

☐ is not relevant

☐ depends on stakeholder input

☒ may vary depending on overlooked potential risks

☒ Correct

3. You create a list of tasks for a project and determine which tasks the team must complete before another task can begin. What type of tasks have you identified?

1 / 1 point

☒ Dependencies

☐ Milestones

☐ Subtasks

☐ Critical paths

☒ Correct

4. As a project manager, you use interpersonal skills to lead your team effectively. You ask the right questions and negotiate effectively with your team on a daily basis. What is a third important interpersonal skill you can use?

1 / 1 point

☒ Practice empathy

- ☐ Increase expectations
- ☐ Perform reviews
- ☐ Decrease feedback

☒ Correct

5. Tools like Gantt charts and Kanban boards help benefit team members in what ways? Select all that apply.

1 / 1 point

☒ They can demonstrate how their individual tasks connect to other tasks in the project.

☒ Correct

☒ They provide clear context about work project details.

☒ Correct

☒ They can illustrate when they need to complete their individual tasks.

☒ Correct

☐ They can translate project contracts like the statement of work (SOW) into number and dollar amounts.

6. You are a project manager helping a car company with a new vehicle launch. Your project goal is to ensure vehicle delivery to dealerships. To achieve this, you speak with stakeholders and subject matter experts to understand the specific details of the project. This information helps you know what steps to take to best achieve the project goal. This example includes which project plan best practice?

1 / 1 point

- ☒ Carefully understand project deliverables, milestones, and tasks.
- ☐ Give yourself time to plan.
- ☐ Recognize and plan for the inevitable.
- ☐ Achieve buy-in from your team members for your plan.

☒ Correct

7. During the planning phase, you notice the project needs more developers to complete the project tasks within the timeline. Which of the following steps can you take to ensure the project can still be completed on time?

1 / 1 point

- ☒ Communicate your concern to the team and ask for more resources on the project.
- ☐ Assign as many tasks as you can to the teammates before they burn out.
- ☐ Don't raise any concerns vocally and maintain the belief you will make the timeline.

☐ Document your concern about the project and focus on motivating your team.

☒ Correct

8. Fill in the blank: The _____ is the tendency to underestimate the amount of time it will take to complete a task.

1 / 1 point

- ☐ confirmation bias
- ☐ feedback fallacy
- ☒ planning fallacy
- ☐ anchoring bias

☒ Correct

9. When creating a critical path, what does a network diagram help visualize? Select all that apply.

0.75 / 1 point

- ☐ Which skilled teammate can work on each task
- ☒ The tasks that can be performed in parallel

☒ Correct

- ☐ Which non-essential tasks are *not* on the critical path
- ☒ The path of work from the start to the end of the project

☒ Correct

You didn't select all the correct answers

10. What project management tool typically organizes tasks into columns with labels such as *to do*, *in progress*, and *done*?

1 / 1 point

- ☒ Kanban board
- ☐ Work breakdown structure (WBS)
- ☐ RACI chart
- ☐ Gantt chart

☒ Correct